

GRAY NOTEBOOK PRESENTATION

BRIEFING PAPER

Prepared for the
November 2004 Commission Meeting

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Approved by: Paula Hammond, Chief of Staff

PURPOSE:

Presentation of the agency's quarterly performance report, the *Gray Notebook*, for the quarter ending September 30, 2004.

ACTION/OUTCOME:

Commission review of agency performance results and input. After Commission review, the latest edition will be printed and distributed to internal and external audiences.

BACKGROUND:

The purpose of the *Gray Notebook* is to report the agency's performance and accountability results for review by the Transportation Commission and others.

DISCUSSION:

Presentation and discussion of agency's performance results reported in the *Gray Notebook* for the quarter ending September 30, 2004.

The *Gray Notebook* will be presented in two sections:

Day One: Beige Pages

- *Beige Pages*: Performance Reporting on Project Delivery of the 2003 Transportation Funding Package

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| • Current Project Highlights and Accomplishments | John Conrad, Paula Hammond, Greg Selstead |
| ○ Contract Ads and Awards | |
| ○ Project Completions and Construction Highlights | |
| • Project Delivery | John Conrad, Paula Hammond |
| ○ Proposed Adjustments to Delivery Planning | |
| ○ Opportunities and Options for Legislative Consideration | |
| ○ Watch List | |
| • Financial Information | Amy Arnis |
| • Environmental Documentation, Permitting, and Compliance | Megan White |

Day Two: White Pages

- Introduction and Overview: Daniela Bremmer, Director of Strategic Assessment
- *White Pages* for Performance Reporting on Program Functions and Results
 - Asset Management: Bridge Annual Update Dewayne Wilson
 - Measuring Congestion: Annual Update Doug MacDonald, Charlie Howard
 - Incident Response Update Doug MacDonald, Robin Hartsell
 - Highway Safety Update Pat Morin
 - Highway Construction Program: Quarterly Update Greg Selstead
 - Meeting WSDOT's Scheduled Ad Dates
 - Safety Improvements
 - Summary of Other Topics Robin Hartsell

RECOMMENDATION:

Staff recommends that the Commission review performance information and provide feedback to agency management.

For further information, please contact Daniela Bremmer, Director of Strategic Assessment, 360-705-7953.